



STATE OF MONTANA
DEPARTMENT OF ADMINISTRATION
ARCHITECTURE AND ENGINEERING DIVISION
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TO: ALL ARCHITECTS/ENGINEERS OF RECORD

FROM: Thomas B. O'Connell, Administrator
Architecture & Engineering Division
1520 East Sixth Avenue, Rm 33
P O Box 200103
Helena MT 59620-0103

DATE: November 15, 2013

RE: REQUEST FOR QUALIFICATIONS

Firms interested in being considered for an interview for the projects on the attached pages must follow these procedures:

- Submit two (2) copies of Form 115 specific to each project. The form and instructions can be found at <http://architecture.mt.gov/default.mcp.x>. Information in addition to the 115 is acceptable.
- Form 115 submissions must be received at the A&E office no later than 5:00 p.m. on **Monday, December 2, 2013**.
- Please submit originals only; faxes or e-mails of qualifications will not be accepted, nor will submissions received after the deadline.

Firms selected for an interview on each project:

- Will be given the project-specific initial information document, interview questions, and the interview schedule.
- Will be asked to present their credentials before an interview committee. The committee will then submit the names of three (3) qualified firms to the Dept. of Administration Director, who will appoint one firm for the project in accordance with 18-2-112 MCA.

The state of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the application and selection process or that may interfere with an applicant's ability to perform the essential duties of the job. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.

**FIELDHOUSE ARENA UPGRADE
MONTANA STATE UNIVERSITY, BOZEMAN
A/E #2014-02-04 (delegated to MSU)
Project Budget \$2,600,000**

The MSU Fieldhouse hosts events ranging from athletic sports events to major concerts, trade shows and an annual rodeo. The bleacher seating in the Fieldhouse was last renovated in 1998 and the arena needs additional upgrades to its men's and women's basketball venues.

This project will focus on the main arena including the following project elements:

- Design and install a curtaining system to create a more intimate basketball venue. Evaluation of the mechanical system and how operations may be affected by a curtain system is also required.
- Replace the 100-level telescoping bleachers on the north and south sides of the arena to include new seats with seat backs.
- Purchase/assemble portable bleachers for each basketball baseline (2 ea).
- Install a new sound system.
- Evaluate the existing Tartan sports floor surface and determine whether repair, or removal and replacement, is warranted.

Evaluation of the existing Tartan sports surface on the arena floor will be required. This flooring is known to contain mercury in quantities that will require removal and disposal as a hazardous material. All activities associated with this flooring material must comply with all applicable state and federal standards. The consultant will be expected to assist in developing a detailed project budget including construction cost (including removal, disposal and replacing the sports surface flooring), construction contingency, owners contingency, furnishings, design fees (including all consultants), FPDC fees, city permit fees, and all ancillary costs including but not limited to document reproduction, testing, supervisory costs, etc.

Project Schedule:

- Design – project design is expected to begin in January, 2014, and be completed no later than April 10, 2014.
- Contractor Selection – this project is expected to be bid out with the contract for construction going to the lowest responsible bidder. Bid opening is expected to occur no later than May 8, 2014.
- Construction – construction is to begin as soon as practical after award and is expected to be completed no later than August 15, 2014.
- Occupancy – parts of the facility will be continuously occupied throughout construction. The contract must stipulate coordination between the owner and contractor to accommodate the owner's needs.

Short-listing of firms for interviews scheduled for December 3rd. Notification of firms selected for an interview will follow immediately. Interviews are scheduled for Wednesday, December 18th, at MSU.

For more information contact the MSU Project Manager Darryl Curfman at (406) 994-5288 or darryl.curfman@montana.edu.

[END OF SOLICITATION]